

**KENTUCKY BOARD OF SOCIAL WORK  
MINUTES OF THE BOARD OF DIRECTORS' MEETING  
Tuesday August 26, 2016**

A regular meeting of the Kentucky Board of Social Work was held on Tuesday, August 26, 2016, at the board office located at 43-44 Fountain Place, Frankfort KY 40601.

**MEMBERS PRESENT**

Bill Adcock, LCSW, Chair  
Dr. Jay Miller, Vice Chair  
Janice James, LCSW  
Sharon Sanders, LCSW  
Jay Davidson, LCSW  
Sally Rhoads, LCSW  
Hilma Prather, Public Member

**OTHERS PRESENT**

Brian Judy, Board Counsel, Assistant Attorney General

**BOARD STAFF PRESENT**

Florence Huffman, Executive Director  
Lindsay Redman, Staff  
Lisa A. Turner, Staff  
Molly Bode, Intern

**CALL TO ORDER**

Bill Adcock, LCSW, Chair, called to order the regular meeting of the board at 11:15 a.m.

**INTRODUCTION OF GUEST**

Brenda Rosen CSW, Executive Director, NASW-KY

**APPROVAL OF MINUTES**

A motion was made by Jay Davidson to approve the minutes of the July 26, 2016 board meeting as presented; seconded by Sharon Sanders, motion carried.

**EXECUTIVE DIRECTOR'S REPORT**

Florence Huffman, ED  
Lindsay Redman

a. Operations Report for July 2016

Documents Received and Processed

- Applications received: 64 total
- Applications approved: 72 total (Bachelors exam: 10; Masters exam: 47; Clinical exam: 15)
- Initial licenses issued: 61 total (LSW: 5; CSW: 45; LCSW: 11)
- Supervision contracts: 61 contracts were approved; 25 contracts were deferred due to incomplete contracts
- Reinstatements: 6
- Temporary Permits: 11 non-clinical temporary permits approved and 16 clinical temporary permits approved.

b. Education and Outreach / Technology

- A motion was made by Sally Rhoads to approve the new logo as presented; seconded by Janice James, motion carried.

c. ASWB

- Janice James and Ms. Huffman will attend the ASWB 2016 Annual Meeting of the Delegate Assembly on November 17 – 20, 2016.

## **FINANCIAL REPORT**

Florence Huffman, ED

- a. Report of Expenditures and Revenues
  - July 2016
    - Sum of Revenues: \$34,870
    - Sum of Expenditures: \$37,166
    - Cash Balance: \$426,226
- b. Travel and Per Diem
  - A motion was made by Sally Rhoads to approve board members' travel and per diem; seconded by Sharon Sanders, motion carried.

## **COMMITTEE REPORTS**

Bill Adcock,

Chair

- a. Complaint Review: Janice James, LCSW and Bill Adcock, LCSW
  - 16-17 A: The committee recommended dismissal; seconded by Dr. Justin Miller, the board approved the recommendation.
  - 16-24: The committee recommended that an investigation be opened; seconded by Jay Davidson, the board approved the recommendation.
  - 16-25 (formerly 16-17 A): The committee recommended that an investigation be opened; seconded by Sharon Sanders, the board approved the recommendation.
  - 16-21: The committee recommended that an investigation be opened; seconded by Sharon Sanders, the board approved the recommendation.
  - 16-26 : The committee recommended that a complaint be opened initiated by the board; seconded by Sally Rhoads, the board approved the recommendation.
- b. Application Review Committee: Jay P. Davidson, LCSW and Sharon Sanders, LCSW
  - The committee recommended the application from Andrea Howard for equivalency approval for a Bachelor's degree in University Studies be denied; seconded by Jay Miller, motion carried.
  - The committee recommended the application from Allison Fessel for equivalency approval for a B.S. in Psychology be denied; seconded by Jay Miller, motion carried.
  - The committee recommended the application from Amanda Couch for equivalency approval for a B.S. in Human Services be denied; seconded by Jay Miller, motion carried.
  - Wade McCallam's request to renew his license was approved.
- c. Supervision: Dr. Justin Miller, CSW; Sally Rhoads, LCSW; Jay Davidson, LCSW
  - The committee recommended that the expiration of the temporary license for Terry Pulce was sufficient and no further action was required; seconded by Janice James, motion carried.
- d. Continuing Education: Dr. Justin Miller, Ph.D. and Hilma Prather
  - No report for today's meeting.

## **OLD BUSINESS**

Bill Adcock, Chair

- a. KAR Amendments
  - Continuing Education regulation 201 KAR 23:075 will be refiled with LRC.
- b. The board discussed Ms. Huffman's and Lindsay Redman's annual performance evaluation.

**NEW BUSINESS**

Bill Adcock, Chair

- a. A motion was made by Janice James to authorize the Executive Director to initiate and send agency complaints to licensees under certain circumstances (such as practicing without a license or a licensee self-reporting a criminal conviction) and to notify the Complaint Committee; seconded by Hilma Prather, motion carried.
- b. Kentucky Employees Charitable Giving Campaign packets were distributed to each member of the board.

**ADJOURNMENT**

There being no further business to come before the board, the meeting adjourned at 1:45 p.m.; seconded by Dr. Justin Miller, motion carried.

**NEXT MEETING: September 27, 2016, 11.am.EST, 43-44 Fountain Place, Frankfort, KY 40601**

**REVISED BOARD MEETING SCHEDULE**

**December 6, 2016** is scheduled as a new board meeting date. The regularly scheduled November and December meetings are cancelled.

Approved:

Handwritten signature of William M. Adcock in cursive script, written in black ink. The signature is written over a horizontal line.

William M. Adcock, Chair  
September 27, 2016